

VSH Policy Committee Meeting Minutes

Date: January 8, 2007, 10 am

Location: Executive Director's Office, Dale 1 Building

Type of meeting:	Policy Development and Implementation/Public
Facilitator:	Terry Rowe
Note taker:	Denise McCarty
Members:	Terry Rowe, Anne Jerman, Tom Simpatico (by telephone), Scott Perry
Attendees:	Jessica Oski,

AGENDA TOPICS Approval of Minutes

Discussed:. The December 11, 2006 meeting minutes were reviewed by the committee. AJ made a motion to approve the minutes and SP seconded the motion. All in favor. Motion passed unanimously.

Conclusion: The December 11, 2006 meeting minutes were approved unanimously.

Action: AJ motioned to approve the December minutes, SP seconded the motion. 12/11/06 meeting minutes were approved.

Person Responsible:	Due Date:
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Discussed: Policies in Development

A member of the public submitted comments regarding the Levels of Autonomy and Supervision Policy and their concerns regarding a research policy initiative at VSH. These comments will be sent to the Governing Body members for their January meeting.

Tom Simpatico has not had a chance to gather information regarding a research policy. He will collect this information and send to Jessica Oski for review.

There are no other policies in development at this time.

Conclusions: Dr. Simpatico will gather information pertaining to a research policy and will send to Jessica Oski to review. There are no other policies in development at this time.

Action: Tom will send research policy material to Jessica Oski to review.

Person responsible: Dr. Tom Simpatico	Due Date: TBD
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Discussed: Policies to be advanced to the Governing Body

Interim Mandatory Reporting Policy – This policy was approved by the Executive Director on an interim basis effective January 3, 2007. The policy was reviewed by the Policy Committee members. The policy will include VSH volunteers and contractors as mandated reporters of suspected abuse. VSH will develop a mechanism to ensure that this group of people reviews the policy and signs an agreement to report abuse. Minor revisions were suggested by TR under the exploitation section to include drug use language. Under the Executive Director's responsibility section, the committee discussed responding to any issues that may involve blood born pathogens and securing the scene. Training the staff about securing a scene will be the responsibility of Quality Management department. JO will revise this policy today so that Terry can present the revised version to the Adult State Standing Committee members today. The next Governing Body Meeting will be on January 17th. TR made a motion to advance the Mandatory Reporting Policy with revisions to the Governing Body, AJ seconded the motion. All in favor. The motion passed unanimously.

Conclusions: The Mandatory Reporting Policy with revisions made by the Policy Committee will be advanced to the Governing Body.

Action: TR made a motion to advance the Mandatory Reporting Policy to the Governing Body. AJ seconded the motion. All in favor.

Person responsible: JO will revise policy

Due Date: 1/8/07

The meeting was adjourned at 10:50 am. The next scheduled meeting will be on **Monday, February 12th at 11 am.**

Respectfully Submitted,

Denise McCarty
Minute Taker